

Department of State

Bureau of International Narcotics and Law Enforcement Affairs



INL/Panama

**Request for 97 Projectors
GREAT Training**

GENERAL INFORMATION

NOTICE OF RFP CLOSING DATE AND TIME

All offers shall be submitted NLT 5:00 P.M. Local time Monday, August 1, 2016 to the following individual:

Name: Aris Cardona

Title: Procurement Agent

E-mail: cardonaa2@state.gov

CONTRACTOR RELATIONSHIPS

The Department of State (DoS) encourages the use of subcontractors. In addition, the Department requires that any potential Organization Conflict of Interest identified in the proposal to ensure proper firewalls established prior to award.

INSTRUCTIONS, EVALUATION FACTORS AND METHODOLOGY ADENDUM TO FAR 52.212-1 INSTRUCTIONS TO OFFEROR

WRITTEN QUOTES

The offeror shall provide an electronic copy containing all required sections of the written Quote. The offeror must submit the Quote in the formats provided by Microsoft Office 2007 or later. Any offeror that does not comply with the following instructions, or does not submit a required component of this RFQ within the allotted time frame shall not be considered for award.

Table 1: Quote Organization

V ol.	Section Title	Page Count Limitatio n
1	Product Descriptions	30
2	Representati ons and Certification s	No Limit
3	Price Matrix	Excel Spreadshee t – No Limit

VOLUME 1: PRODUCT DESCRIPTIONS

The offeror shall provide product descriptions for each product proposed under each CLIN that reflects the specifications outlined in the Statement of Work as any part of any product description. The offeror shall not include pricing information in this volume.

VOLUME 2: REPRESENTATIONS AND CERTIFICATIONS

The offeror shall provide Representations and Certifications as outlined in FAR 52.212-3.

ALL offerors must be register in SAM to be considered for contract award. If the offeror is not currently registered please follow the instructions provided in the link below:

<https://www.sam.gov>

VOLUME 3: PRICE MATRIX

The offeror shall complete a copy of the attached Price Matrix in excel with the following information included:

- Product Quoted
- Quoted Unit Price
- Applicable Delivery Fees

The total price cannot be altered after submission.

SOLICITATION CONSIDERATIONS

All Quotes must be valid for 90 days from the closing date for this solicitation. No exceptions or qualifications. New items ONLY. Projectors must be clear, new and in good conditions, never used and not altered in any way.

BASIS FOR AWARD

The Government intends to award a Firm Fixed Price Purchase Order under FAR Part 13 resulting from this solicitation to one (1) responsible offeror whose offer conforming to the solicitation is the Lowest-Priced, Technically-Acceptable. The following factors shall be used to evaluate offers:

- (i) Technical Capability of the item offered to meet the Government requirement;
- (ii) Price

SCOPE OF WORK

The Projectors will it be use in GREAT trainings.

IDENTIFICATION OF SUPPLIES

The International Narcotics and Law Enforcement Section (INL) of the U.S. Embassy in Panama is requesting 97 Projectors. INL requests maximized effort for local providers involvement and procurement to meet government needs. The Projectors will it be donated to the Servicio de Policia de Niñez y Adolescencia - PNP. Offerors must provide the following titles:

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DELIVERY:

Delivery must be made within 60 days after award to:

Mark For:

Aris Cardona – Procurement Agent cardonaa2@sate.gov

Phone: (507) 317-5086

The price quoted must include delivery to Ciudad de Panama, Republica de Panama. Partial shipments are not allowed.

US-based procurement is ultimately intended for an overseas destination. If the shipment will involve wood packaging material, then the packing and palletizing must conform to the standards in the International Standards for Phytosanitary Measures Publication No. 15: “Guidelines for Regulating Wood Packaging Material in International Trade” (ISPM 15) and have the appropriate markings indicating that the materials meet this standard. Any deliveries arriving at our indicated domestic delivery address that do not meet these standards will be rejected and must be corrected at the contractor’s expense. All boxes must be marked with the delivery order number and INL Embassy Panama.